

Bouse ESD #26: Concerns, Complaints, and Grievances Policy

Students may present a complaint or grievance regarding one or more of the following:

- Violation of the student's constitutional rights,
- Denial of an equal opportunity to participate in a program or activity for which the student qualifies,
- Discriminatory treatment on the basis of race, color, religion, sex, age, national origin or disability,
- Harassment of the student by another person, or
- Concern for the student's personal safety,

Provided that:

- The topic is not the subject of disciplinary or other proceedings under other policies and regulations on this District, and
- The procedure shall not apply to any matter for which the method of review is prescribed by law, or the Governing Board is without authority to act.

The guidelines to be followed are:

- The accusation must be made within thirty (30) calendar days of the time the student knew or should have known that there were grounds for the complaint/grievance.
- The complaint/grievance shall be made only to a school administrator or professional staff member.
- The person receiving the complaint will gather information for the complaint form.
- All allegations shall be reported on forms with the necessary particulars as determined by the principal. Forms are available in the school office.
- The person receiving the complaint shall preserve the confidentiality of the subject, disclosing it only to the appropriate school administrator or next higher administrative supervisor or as otherwise required by law.
- Any question concerning whether the complaint/grievance falls within this policy shall be determined by the principal.
- Complaints by students may be made only by the students. A parent or guardian may initiate the complaint process on behalf of an elementary school student.

- A complaint/grievance may be withdrawn at any time.Once withdrawn, the process cannot be reopened if the resubmission is longer than thirty (30) calendar days from the date of the occurrence of the alleged incident.
- Retaliatory or intimidating acts against any student who has made a complaint under this policy and its corresponding regulations, or against a student who has testified, assisted, or participated in any manner in an investigation relating to a complaint or grievance, are specifically prohibited and constitute grounds for a separate complaint.